

January 28, 2011

ALL COUNTY INFORMATION NOTICE (ACIN) No. I-04-11

REASON FOR THIS TRANSMITTAL

- ☐ State Law Change
- ☐ Federal Law or Regulation Change
- ☐ Court Order
- ☐ Clarification Requested by One or More Counties
- ☒ Initiated by CDSS

TO: ALL COUNTY WELFARE DIRECTORS
ALL COUNTY CHIEF PROBATION OFFICERS
ALL CHILD WELFARE SERVICES PROGRAM MANAGERS

SUBJECT: TRANSITIONING OF CHILD WELFARE SERVICES CASE
MANAGEMENT SYSTEM (CWS/CMS) CENTRALIZED TRAINING FROM
A SINGLE VENDOR TO THE REGIONAL TRAINING ACADEMIES (RTAs)

On October 1, 2010, CWS/CMS application training was transitioned to the RTAs from the prior vendor contract. The RTAs offer the full array of CWS/CMS training to California counties, as well as to California Department of Social Services (CDSS) staff who previously accessed the training through the prior vendor contract. The curriculum encompasses all previously offered classes, including New User Training and Business Objects, and other CWS/CMS training curricula. Training will be available in regional county training labs, and by county request.

Historically, the state has procured CWS/CMS application training via a competitive bid process. The previous training contract was awarded on a two year basis, with the Office of System Integration (OSI) managing the vendor contract relationship, in partnership with CDSS. Since the implementation of CWS/CMS, the state and counties have experienced training gaps between vendors due, in part, to lengthy contract processes, new vendor transitions and late state budgets. Transitioning this training to the RTAs will reduce the gaps in services due to long-established training relationships that exist with the universities that house the RTAs. The inclusion of CWS/CMS training into the RTAs training structure will also allow for potential aligning of other social worker curriculum with CWS/CMS for a more comprehensive training experience.

Additionally, beginning October 1, 2010, Probation Officers are responsible for the input of data into the CWS/CMS system for children who are in placement under their supervision and also other data for IV-E youth in out of home placement, in order to collect data for the National Youth in Transition Database (NYTD). The training of probation staff on the CWS/CMS Application was initiated by the prior vendor and will continue through the Resource Center for Family-Focused Practice (RCFFP). The RCFFP has a long standing relationship with probation staff around the state, as they have served as the provider of Division 31 training for probation staff over many years. Merging CWS/CMS training into the RCFFP will also allow for Division 31 training to be aligned with CWS/CMS training, resulting in a more comprehensive curriculum for Probation Officers. The implementation of CWS/CMS for probation will roll out in phases. In partnership, OSI and RCFFP will support probation staff with the implementation of CWS/CMS through processes of connectivity, technical assistance and training. The RCFFP has begun delivering a webinar series to assist Probation Departments in their planning and implementation. These webinars can be viewed at the following link:

http://www.humanservices.ucdavis.edu/resource/library/ch_details.asp?record=48.

In support of this and other training efforts, the OSI Statewide Training Support Unit will join the CWS/CMS Training Workgroup to develop and update all of the state's CWS/CMS training tools and materials including the Statewide Training Application Resource, On-Line Release Notes, User Guides, Business Objects, and the New User Curriculum maintained on the CWS/CMS website. Updates are performed on an ongoing basis to ensure a uniform statewide view as to how CWS/CMS information and data must be recorded and maintained.

The OSI website at (<http://www.hwcws.cahwnet.gov/Training2/public>) will continue to be used for centralized information dissemination. This site will be maintained with the latest updates for contacts, curriculum, bulletins and other CWS/CMS communication.

If you have any questions regarding CWS/CMS, please submit questions to:
<http://www.osi.ca.gov/ContactUs.shtml>.

Sincerely,

Original Document Signed By:

GREGORY E. ROSE
Deputy Director
Children and Family Services Division